

**ITEM # 1** The Chairman, Lynne Gregory, called the meeting to order at 7:30 P.M., on Thursday March 21, 2002.

**ITEM # 2<sup>3/4</sup> ROLL CALL**      PRESENT:      David Cloyd  
Margaret Gaffney  
Lynne Gregory  
Fern Nelsen  
Michael Gladysz

STAFF:      Brian Stoutenburg, Library Director

FRIENDS OF THE LIBRARY:      Judy Baker

Motioned by Nelson  
Supported by Cloyd

MOVED TO EXCUSE NANCY WHEELER

Yeas:      4 — Ayes. Cloyd, Gaffney, Gregory, Nelsen

**ITEM # 3 APPROVAL OF MINUTES OF MEETING OF FEBRUARY 14, 2002.**

Motioned by Nelsen  
Supported by Cloyd

MOVED, TO APPROVE THE MINUTES OF THE MEETING OF FEBRUARY 14, 2001 AS WRITTEN.

Yeas:      4 — Ayes. Cloyd, Gaffney, Gregory, Nelsen

**ITEM # 4 APPROVAL OF AGENDA.**

Motioned by Nelsen to approve agenda.  
Supported by Cloyd

Yeas:      4 — Ayes. Cloyd, Gaffney, Gregory, Nelsen

MOVED, TO APPROVE AGENDA CARRIED.

**ITEM #5<sup>3/4</sup> POSTPONED ITEMS<sup>3/4</sup> None.**

**ITEM #6A<sup>3/4</sup> DISCUSSION OF SPACE REORGANIZATION**

The roof replacement is almost completed. We have 7 drawings representing ideas for

the Lobby design. Staff will select some combination this week. New lights have been installed in Adult Services in the video area, the genealogy area and over the Tech service desk. Lights will be added in Youth Services at the South end of the building shortly. The ceiling tiles are being cleaned.

## **ITEM #7 ¾ REPORT AND COMMUNICATIONS**

**Director's report.** The Director's Report is attached.

**Board Member comments.** Cloyd commented on the library's attempt at creating a queue line in response to patron comments.

**Suburban Library Cooperative.** The CCM Library will be purchasing their own stand-alone computer system. The SLC Board adopted a Jury Duty Policy; approved the hiring of a network assessment consultant; approved the purchase of firewall software for the Sirsi system; signed new contracts with the Library of Macomb for services that include delivery, cataloging and ILL; and authorized a repurchase sweep account to invest excess checking account funds.

**Friends of the Troy Public Library.** Baker reported that the Bookstore was experiencing increased sales, and that the regular hours were very effective.

**Monthly Reports (February).** Circulation for the month of February compared with the same time period a year ago showed an increase of 12.9%. There was an increase in Patron visits by 15.1%. Program attendance was up 10.2%, and the number of library programs offered was up 29.1%

### **Staff Changes.**

Change of Status: Michael Griffin transferred from Circulation to Processing as a Library Assistant.

**Gifts.** Two gifts in the amount of \$40.00 were received.

**Informational Items.** March TPL Calendar

**Contacts and Correspondence.** 16 written comments from the public were noted.

**Public Participation.** There was no public participation.

The Library Advisory Board meeting adjourned at 8:00 P.M.

Respectively submitted,

Brian Stoutenburg  
Library Director